



**Minutes of the Full Council Meeting of Wrose Parish Council
Held on Thursday 14 July 2022 at St Cuthbert's Church, 71 Wrose Rd, BD2 1LN
The meeting commenced at 7.03pm and ended at 9.40 pm**

Present:

Councillors: Alex Ross-Shaw (Chairman), Kath Hirsh, Susan Hinchcliffe (from 8.05pm) and Gillian Thorne

Clerk: Ruth Thompson

Members of the public: 15 at start of meeting

1. (07/22) Chair's welcome and opening remarks

Cllr Alex Ross-Shaw welcomed everyone to the meeting and outlined the agenda.

2. (07/22) Apologies

2.1. Apologies received.

Apologies received were **NOTED** from:

- Cllr Pav Gosal
- Cllr Dave Jessop. Cllr Dave Jessop dialled into the meeting on the phone but was not able to partake in any of the votes.
- The PSCO

2.2. Approval of reasons for absence.

RESOLVED to approve the reasons for absence for Cllr Pav Gosal and for Cllr Dave Jessop.

3. (07/22) Declarations of Interest

3.1. Declarations of interests.

None made.

3.2. Dispensation requests

No requests to approve dispensation requests were made.

4. (07/22) Public Participation

4.1. Report from the PCSO

The PCSO was unable to attend so no report was provided.

4.2. Public participation session

Several members of the public raised their concerns about the level of vandalism, anti-social behaviour and criminal damage that was taking place in the area. The route to the park via Kings Drive was a particular area of concern. A member of the public asked if this access point to the park could be closed. Cllr Alex Ross-Shaw advised that as this is a public right of way this would be very difficult to achieve. It was **NOTED** that the PCSO was organising a meeting with residents to understand the nature of the issues faced by them. Cllr Alex Ross-Shaw advised that he would raise the issue with the Youth Service.

Concern was expressed about the overgrown state of the land that Flower Fund Homes intended to develop. Cllr Alex Ross-Shaw advised that he would try to find out if the land was now owned by Flower Fund Homes and if so a request to them could be made to maintain the area.

A member of the public asked if there was any update on the development of land owned by Simon Holdsworth. Cllr Alex Ross-Shaw advised that he had no further updates but that he would not be automatically informed of any.

A member of the public advised that there was a notice on Kings Drive indicating that there were CCTV cameras in place and asked where these were. Cllr Alex Ross-Shaw advised that there might have been some portable ones in the past but was not aware of any cameras being located there at present.

A member of the public advised that the trees in the park were very overgrown and could do with pruning. Cllr Alex Ross-Shaw advised that he would pass this on to Bradford Metropolitan District Council's Parks Team but advised that priority for tree work was now only given to work that had safety implications or to deal with diseased trees.

Concern was expressed about the parking on Westfield Crescent if the former Church is used as a religion and education centre. A request was made by a member of the public for the introduction of parking permits. Cllr Alex Ross-Shaw advised that Cllr Susan Hinchcliffe had met with the potential purchaser and had highlighted the parking issues to them. The new owner had advised that he is investigating whether it is possible to make additional parking spaces within the grounds of the building. Cllr Susan Hinchcliffe is also investigating the introduction of a parking permit scheme in the area.

A member of the public noted that some car drivers are ignoring the double yellow lines outside the Wrose Bull and parking there. Cllr Alex Ross-Shaw advised that he would inform the parking wardens of this issue.

A member of the public advised that tree branches were tangling with telegraph wires in Thorne Close. Cllr Alex Ross-Shaw advised that Bradford Metropolitan District Council was aware of this but had had to postpone work due to the nesting

season. He anticipated that letters would be sent to residents to consult with them about the necessary tree height reductions.

Concern was expressed by a member of the public about drains being added to the main sewer as a result of a housing development. Cllr Alex Ross-Shaw advised that drains would need to comply with building regulations and be signed off so would need to be installed to the required standard. If the problem persists he advised the resident to get in touch with him directly at Bradford Metropolitan District Council.

Members of the Wrose Carnival committee reported that the event had been a great success, but that storage was an issue for them. At the moment the storage facility is in Pudsey which is a distance from the venue. A request was made to see if a local storage area could be found. Cllr Alex Ross-Shaw agreed to keep the request in mind.

5. (07/22) Minutes

5.1. Minutes of the ordinary meeting of Wrose Parish Council held on 9 June 2022,

The Council **RESOLVED** to approve the minutes of the meeting of Wrose Parish Council held on 9 June as a true and accurate record of that meeting.

6. (07/22) Planning

6.1. Planning applications received.

Reference	Address	Description	RESOLUTION
22/02367/HOU Response deadline: 21 June 2022 . Extension requested	Grid Ref: 416726 436933 Location: 53 Kingsway Bradford West Yorkshire BD2 1P	Proposal: Construction of two storey side and rear extension with new front entrance, part first floor rear extension, single storey rear extension, loft conversion with rear dormer and roof window, new car parking space to front and internal alterations	RESOLVED for Cllr Gillian Thorne to raise concerns regarding access to the rear of the property and privacy issues.
22/02764/HO Response deadline: 14 July 2022 . Extension requested	Grid Ref: 417205 436628 Location: 6 Willow Crescent Bradford West Yorkshire BD2 1LR	Proposal: Rear extension, front porch, alterations to roof including rear dormer and gable extension	RESOLVED to make no comment.
22/02859/HOU Response deadline 19 July	Grid Ref: 417222 436582 Location: 42 Willow Crescent Bradford West Yorkshire BD2 1LR	Proposal: Demolish of existing outbuilding and construction of garden room, single storey side and rear extension. Extension to front dormer window.	RESOLVED to make no comment.

6.2. Other planning related issues:

6.2.1. Response to Cellnex in relation to a proposed communications installation

RESOLVED to make no comment.

6.3. Planning enforcement issues

There were no planning enforcement issues to consider.

7. (07/22) Council events, land, open spaces and utilities

7.1. Quotes from Bradford Works.

RESOLVED not to place an order at the current time

RESOLVED for Cllr Gillian Thorne to follow up with Bradford Works amounts for invoice and obtain a new quote for Autumn planting.

Cllr Susan Hinchcliffe arrived at the meeting.

7.2. Refurbishment of the 2-tier planter at the junction of Snowden Road and Wrose Road.

RESOLVED for Cllr Dave Jessop to refurbish the 2-tier planter at the junction of Snowden Road and Wrose Road.

7.3. The promotion of Play in the Park events.

It was **NOTED** that Low Ash School has agreed to promote the Play in the Park events in their summer newsletter. It was **RESOLVED** that Cllr Alex Ross-Shaw would send them an email with the event dates.

7.4. Update on the progress of allotments for Wrose

It was **NOTED** that Andrew Rozee was currently following this up with the Estate's Team at Bradford Metropolitan District Council.

It was **NOTED** that a member of the public expressed their interest in being added to the allotment waiting list.

8. (07/22) Wrose Parish Council

8.1. Applications from eligible candidates for the Wrose Parish councillor vacancy.

It was **NOTED** that the individual who was approached, to see if they were interested in becoming a Parish Councillor, had declined the invitation for the time being.

8.2. CILCA training

It was **RESOLVED** to support the Clerk to undertake CILCA training including payment of tuition fees and allocation of some study time.

It was **RESOLVED** that the Clerk should start this training in July 2022.

8.3. Hours of work of the Clerk

It was **RESOLVED** to increase the hours of the Clerk on a temporary basis. The Clerk's hours to be increased by 90 hours over a 6-month period to be allocated as an additional 15 hours each month.

8.4. Quotes from website and email providers.

It was **RESOLVED** to consider this item at the end of the agenda and to exclude the press and public on the grounds that the item contained commercially sensitive information.

8.5. Update on the move to internet banking.

It was **NOTED** that the application to Unity Trust Bank has now been made but that a signature form is still required from Cllr Gillian Thorne. The signature form to be supplied to the Clerk at the end of the meeting.

8.6. Additional hours undertaken by the Clerk in June.

The addition hours that the Clerk has undertaken in June were **NOTED**.

8.7. Successful completion of Clerk's probationary period.

It was **NOTED** that the Clerk has now successfully completed her probationary period.

8.8. Cover for the Clerk during her September holiday.

It was **RESOLVED** to ask the Clerk of Sandy Lane if she was interested in taking the minutes at the September meeting of Wrose Parish Council.

9. (07/22) Finance

9.1. Receipt and approval of the schedule of payments for July 2022 as listed below:

Payee:	Description of goods/services:	Reclaimable VAT	Total Value:
The Conservation Volunteers	Donation to Wrose Quarry Wetlands project		£2000
Simply Print	Sticker for cabinet on All Alone Road	£2	£12
St Cuthberts	Hall hire charge – May to June		£105
Bradford Works Note: payment of this account CAN NOT be done by cheque	Winter and Summer bedding 2021	£196	£1176
Cllr Dave Jessop	Reimbursement of listed postage costs		£18.70
Cllr Alex Ross-Shaw	Reimbursement of Clerk's phone charge: February to June		£30
Daleswebdesign	Website hosting		£80

Ruth Thompson – Clerk	Reimbursement		£9.67
	Printing Paper	£4.90	
	Postage		
	7/06/2022	£2.73	
	22/06/2022	£1.36	
	30/06/2022	£0.68	

The Council **RESOLVED** to approve the schedule of payments for July 2022 as listed above.

9.2. May direct debits and automatic payments

Payee:	Description of goods/services:	Reclaimable Vat	Total
HSBC	Bank Charges		£8.44
HSBC	Bank Charges – stopped cheque		£10.00
BG Business	All Alone Road – Street Lighting	£0.94	£19.80
BMDC	Annual payroll service charge	£63	£378.00
	April payroll charges		£634.19
	May payroll charges		£634.19

The May direct debit and automatic payments were **NOTED**.

9.3. Payments approved by the Platinum Jubilee Working Group and reimbursement payments.

Payee:	Description of goods/services:	Reclaimable VAT	Total
Cllr Alex Ross-Shaw	Reimbursement for hire of generator from Brandon Hire Station	£41.80	£250.80
Cllr Gillian Thorne	Reimbursement for:		£63.45
	Broom handles	£14.99	
	Tape	£3.49	
	Broom handles	£29.98	
	Tape /Hazard tape	£39.42	
	Less refund	- £24.43	

The payments approved by the Platinum Jubilee Working Group were **NOTED** and the Council **RESOLVED** to agree reimbursement payments.

9.4. The transfer of £500 from the Wrose Parish Council HSBC bank account to Unity Trust Bank in order to open the account.

The Council **RESOLVED** to transfer £500 from the Wrose Parish Council HSBC bank account to Unity Trust Bank in order to open the account.

9.5. Bank reconciliation to 30 June 2022

The Council **RESOLVED** to approve a bank reconciliation to 30 June 2022 (as evidenced by a bank statement and ledger/cash book).

9.6. Budget review:

9.6.1. VAT reclaim

The value of a potential VAT claim was **NOTED**

9.6.2. The amounts allocated to each budget cost heading

Cllr Susan Hinchcliffe left the meeting.

It was **RESOLVED** to:

Split the locum budget from the salaries budget

Add £900 to the locum budget

Increase the salary budget by £1600

Establish a training budget of £735

Increase the website budget by £1000

Increase the planters' budget by £500

Add £350 for community art works

Increase the Other budget by £100 for the Clerk's SLCC membership (shared with Bingley Town Council)

Cllr Dave Jessop left the meeting

It was **NOTED** that support for road widening on Westfield Lane was still on the Council's list for consideration.

9.6.3. The establishment of a training budget delegated to the Clerk.

It was **RESOLVED** not to delegate a training budget to the Clerk at the current time.

9.6.4. The commissioning of cable box art works.

It was **RESOLVED** to commission art work for a cable box with first consideration to be given to the box near Towngate.

9.6.5. The use of Dog Fouling Solutions for Local Authorities

It was **RESOLVED** not use Dog Fouling Solutions for Local Authorities at the current time.

9.6.6. The level of reserves to be held

It was **RESOLVED** not to change the level of reserves at the current time.

10. (07/22) Grants

10.1. Grant requests received.

It was **NOTED** that no grant requests had been received.

11. (07/22) Correspondence

11.1. Correspondence received not specifically dealt with on the agenda

It was **NOTED** that Cllr Kath Hirsh would respond to the dementia survey

Cllr Susan Hinchcliffe returned to the meeting.

Consideration of website quotes (item 8.4)

The website and email quotes obtained to date were **NOTED**. It was **RESOLVED** that Cllr Alex Ross-Shaw should follow up on costing questions, including the provision of training and ongoing support costs with the suppliers and report back to the Parish Council.

12. (07/22) Next meeting

12.1. To confirm the date and time of the next ordinary meeting of Wrose Parish Council as, Thursday 11 August 2022 at 7pm. It was **RESOLVED** to hold the next ordinary meeting of Wrose Parish Council on Thursday 11 August 2022 at 7pm.
